



## Public Safety Interoperable Communications Office (PSIC) Multiple Projects Updates November, 2013

### Key Upcoming Events

- Arizona Department of Homeland Security (AZDOHS) [Regional Advisory Council \(RAC\) Meetings](#):
  - December 3, 2013 – Western RAC Meeting
  - December 4, 2013 – Northern RAC Meeting
  - December 5, 2013 – Central RAC Meeting
  - December 12, 2013 – Eastern RAC Meeting
  - December 13, 2013 – Southern RAC Meeting
- [Federal Homeland Security Grant Program \(HSGP\) Information Seminars](#)
  - January 21, 2013 – Southern Arizona/Tucson Metro Area
  - January 22, 2013 – Central Arizona/Phoenix Metro Area
  - January 23, 2013 – Northern Arizona/Flagstaff Metro Area

### Technical Assistance (TA) Updates:

- TA requests are submitted annually by PSIC on behalf of the State after solicitation of stakeholder input. Each state can apply for up to five (5) TAs.
- FFY2014 TA requests to OEC: After analysis of PSCC, SIEC, and stakeholder feedback and evaluation of which TAs appropriately support planned State of Arizona interoperability initiatives, the following requests were submitted:
  - TRG-COMT TTT: Communications Unit Technician Train-The-Trainer Course
  - OP-COMMEX: All-Hazards Communications Unit Exercise
  - TIC-FOG: Tactical Interoperable Communications Field Operations Guide (TICFOG) Development
  - TRG-AUXCOMM: Auxiliary Communications Workshop
  - SOP-DEV: Standard Operating Procedure (SOP) Development Workshop
- Arizona received the following five technical assistance awards in 2013:
  - Communications Focused Table Top Exercise (OP-TTX) – Coconino County – Complete
  - NIMS ICS All-Hazards Communications Unit Technician Course (TRG-COMT) - Flagstaff - Complete
  - Mobile Communications Unit Support (OP-MCUS) - Statewide
    - Concept of Operations Document – Complete
    - Video SOP Development – Complete
  - Outreach, planning, and data collection for Broadband (ENG-BRDBND) Statewide - In progress
- In addition, the City of Yuma received the following TA assistance through the Border Interoperability Demonstration Project:
  - Tactical Interoperable Communications Field Operations Guide Development (TIC-FOG) – Complete
  - Communications-Focused Functional Exercise (OP-FE) – Complete
  - Communications-Focused Exercise Workshop (OP-TEPW) – Complete
  - Standard Operating Procedure (SOP) Development (SOP-DEV) – In progress

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- The Navajo Nation has been offered a Technical Assistance award from the Office of Emergency Communications (OEC). The PSIC Office participated in a discussion led by OEC with the Navajo Nation Department of Emergency Management to determine which Technical Assistance offering they would participate in. The PSIC Office has offered to assist OEC and the Navajo Nation where applicable with this project. A date has not yet been set.

### Governance (SCIP Initiatives #1 - 3)

- CASM & TICP's:
  - Yavapai County participated in a TICP Development workshop in October and will be receiving their final draft by December 2013.
  - Gila County participated in a TICP Development workshop on September 24<sup>th</sup> and will be receiving their final draft. Graham and Greenlee Counties did a joint TICP in the same meeting and will also be receiving their final draft.
  - Pima County updated their TICP that was originally created in 2010. It will go before the Pima County UASI Working Group for approval.
  - The PSIC Office has begun working with Pinal County to update their 2011 TICP and CASM data. The update workshop will be scheduled in December 2013.
  - PSIC is creating a state-level TICP to include federal and state-owned communications assets available for deployment statewide, which will be provided to all Arizona counties upon its initial completion. For more information, contact Karen Allen at [Karen.Allen@azdoa.gov](mailto:Karen.Allen@azdoa.gov).
  - The PSIC Office is updating communications asset data from TICPs in CASM, as it is provided. Agencies that would like to update CASM data may request a report containing their assets.
  - By the end of 2013, all counties within Arizona will have a TICP.
- National Broadband Planning and Preparation:
  - NTIA has established two budget "touch points"
    - Within thirty days of grant award, each State will develop and submit their Baseline/Expenditure plan for the entire performance period – **completed and approved**
    - Upon notification from FirstNet that a State is eligible to begin the Data Collection component, each State will submit a revised Baseline/Expenditure plan and NTIA will release the remaining grant funds
  - Arizona FirstNet Workgroup reactivated – met September 3 & 18 and October 16, 2013
    - Regional wireless system board meetings planned
    - County Kickoff meetings planned
    - Working on association interactions and education content
  - September 4, 2013 – Michael Britt presented an update on the NPSBN to the regular Statewide Interoperability Executive Committee (SIEC) meeting
  - September 30, 2013 – Michael Britt met with public safety, telecommunications and governmental members of the Gila River Indian Community to discuss FirstNet and the NPSBN
  - October 15, 2013 - Michael Britt presented an update on the NPSBN to the regular Statewide Interoperability Executive Committee (SIEC) meeting
  - For more information on Broadband issues, contact Michael Britt at [Michael.Britt@azdoa.gov](mailto:Michael.Britt@azdoa.gov).

- Southwest Border Communications Working Group (SWBCWG):

Dr. Michael Britt and Karen Allen joined approximately forty attendees from local, county, state and federal organizations at the quarterly SWBCWG meeting in San Diego, CA on August 8, 2013. Highlights of the meeting included:

- FirstNet board member Sue Swenson presented an overview of her role as lead negotiator of spectrum leases with the seven Broadband Technology Opportunities Program (BTOP) 700 megahertz (MHz) Long Term Evolution (LTE) public safety broadband projects. Ms. Swenson reviewed the 11 RFIs released by FirstNet and answered many questions.
- BTOP recipients participated in a panel discussion which included an overview of the status of their projects including lessons learned along the way.
- The FCC provided updates on the Mexico border treaty, 2013 700 MHz narrowband requirements, and cross-border frequency availability.
- DHS and Department of State members provided an update on the progress of the Cross Border Security Communications Network including the SOP status, usage by CBP and Mexican authorities and answered questions on local use.
- Dr. Michael Britt participated in a panel on “Resolving Barriers to Infrastructure Sharing/Incorporating Long Term Evolution with Existing Infrastructure.”
- David Felix, Executive Director of the RWC, provided an overview of the AZ Public Safety Communications System Administrators Forum.
- San Diego and Yuma both provided an overview of their BIDP progress and future projects.

The next Southwest Border Communications Working Group meeting is scheduled for January 8, 2014, in League City, TX.

#### **SOPs (SCIP Initiative #4)**

- Annual Review of Policies, Standards and Procedures (PSP): Each PSP document is reviewed annually to ensure the document is kept up to date and stakeholders have an opportunity to request changes and provide input. Each quarter, a set of PSPs are presented for internal review, workgroup review and public comment. The results of the review are presented to the PSCC or SIEC, as appropriate, to determine if revisions are needed.

Quarterly PSP Review Schedule:

- Jan – Apr: Strategic Plans and Governance PSPs
- Apr – Jun: Training PSPs
- July – Sep: Technical PSPs ([See today's presentation for more information](#))
- Oct – Dec: New PSP development if needed

For additional information, please see the [Annual Review Process for Approved Policies, Standards and Procedures](#).

- In December, the Office of Emergency Communications (OEC) awarded Arizona a Technical Assistance (TA) grant for OP-MCVS: Mobil Communications Vehicle (MCV) Support. The goal of this TA was to develop detailed Standard Operating Procedures (SOP) and Concept of Operations Plans (CONOPS) for Arizona's State MCV's (Toads, Bullfrog). PSIC, ADEM and OEC met in January for data gathering for the SOP. PSIC, ADEM, Toad handlers and OEC met again in March to review the SOP and provide feedback and updates to this document. The final Toad and Bullfrog SOPs were provided to ADEM on August 29, 2013. Meetings will occur to discuss distribution and training to ensure counties are provided the information.

As a result of this TA, a secondary project emerged. Arizona – ADEM, PSIC and Gila County Emergency Manager's office – participated in a beta test for OEC to create a video version of the Toad SOP. Videos were

created to show how each piece of equipment is deployed, utilized and shut down. The videos were reviewed and updated and have been completed as of August 29, 2013. The project was a success and the AZ Toad videos will be posted on the OEC [www.publicsafetytools.com](http://www.publicsafetytools.com) website as an example to others, offering the video SOP as a Technical Assistance (TA) grant program. Thanks to Gila County EM, Debra Williams for assisting with location determination and access to the Toad. ADEM and PSIC have begun disseminating the SOP to the Toads and will work together to share the videos. Mark Botkin from ADEM will be [presenting on this project](#) at the PSCC meeting on November 19, 2013.

- At the request of the PSCC, the PSIC office created a backup online location for our policies, standards, and procedures. Thanks following documents are available at <http://www.scribd.com/AZPSIC>:
  1. PSIC Office Plan
  2. Arizona Statewide Communications Interoperability Plan (SCIP)
  3. Arizona Statewide Education and Outreach Plan
  4. NIMS-CU Policies and Procedures
  5. NIMS-CU Workgroup Appointments
  6. Communications Unit Recognition Procedure
  7. Communications Unit Training Coordination Procedure
  8. Arizona Interoperable Channels Plan
  9. Arizona Interagency Radio System (AIRS) State Plan
  10. AIRS Improvement and Sustainability Plan
  11. Land Mobile Radio (LMR) Minimum Equipment Standards
  12. PSCC Operating Principles
  13. SIEC Operating Principles

#### **Technology (SCIP Initiatives #5 - 9)**

- Arizona Interagency Radio System (AIRS) (Initiative #5): A list of agencies who have signed the AIRS MOU is available on the PSIC Office website at: [http://www.azpsic.gov/library/airs/airs\\_user\\_list.pdf](http://www.azpsic.gov/library/airs/airs_user_list.pdf)
- AIRS (Initiative #5): AIRS Improvement and Sustainability Plan – The [Arizona Interagency Radio System \(AIRS\) Improvement & Sustainability Plan](#) establishes requirements for the integration of locally procured AIRS infrastructure into the statewide AIRS system and provides guidance for initial approvals and ongoing maintenance responsibilities. For assistance with completing the established procedures please contact Glade Jarman at [Glade.Jarman@azdoa.gov](mailto:Glade.Jarman@azdoa.gov).
- Support of Regional Communication Systems (Initiative #6) – Yuma Regional Communications System (YRCS) Border Interoperability Demonstration Project (BIDP):
  - The Yuma County TICP was updated through a BIDP Technical Assistance award. Material from the updated TICP was used to develop a Tactical Interoperable Field Operations Guide (TICFOG). The Yuma TICFOG was approved by the YRCS Board in May and is now being distributed to stakeholders.
  - Yuma also received a TA grant for a Communications Focused Functional Exercise. The exercise is intended to evaluate the updated TICP for effectiveness and allow Yuma County and other YRCS participating agencies to demonstrate their ability to use regional communications assets in a large-scale incident scenario through simulated movement of personnel and equipment. The exercise was held on October 1, 2013. The After Action Report was reviewed with participants at a meeting on November 13<sup>th</sup>.
  - Yuma received a TA workshop for Incorporating Communications into Public Safety Exercises. The workshop was held on August 21, 2013 in Yuma and had great participation.
  - On August 29, 2013, Yuma received approval for a TA for SOP Development which will begin in early 2014. The BIDP Exercise After Action Report (AAR) will provide a basis for the SOP Development.
  - For more information contact Stephen Holland, Assistant IT Director of Telecommunications with the City of Yuma at [Stephen.Holland@yumaaz.gov](mailto:Stephen.Holland@yumaaz.gov).
- State Agency Operability in support of Interoperability (Initiative #9) – The [RICO Project](#) is progressing:
  - All six sites have been activated. DPS installed equipment at the final site, Bernardino Mountain. While power is still an issue at this site, DPS installed the trunk suite in a low power and/or limited channel capacity.

- Yuma met on site with nine of the pre-determined agencies in June to identify what was required to install the radio equipment. ADEM has already received their equipment and will be installing it themselves. Tohono O'odham Nation Police Dept is still undecided on participation. Tower work was completed at all agencies as of November 5<sup>th</sup>. Console integration will be scheduled the end of November to complete the project.
- A Memorandum of Understanding (MOU) and a draft Standard Operating Procedure (SOP) for identified agencies to utilize the Southeastern Arizona Communications Center Talk Group has been developed. Once installation is nearing completion, PSIC will coordinate a meeting between all of the agencies to review the document once more and hand it over to the participants.
- For more information, contact Karen Allen at [Karen.Allen@azdoa.gov](mailto:Karen.Allen@azdoa.gov) or Stephen Holland, Assistant IT Director of Telecommunications with the City of Yuma at [Stephen.Holland@yumaaz.gov](mailto:Stephen.Holland@yumaaz.gov).

### **Training & Exercise (SCIP Initiatives #10 & 11)**

The Value Proposition of the Communications Unit - On November 19, 2013 the Public Safety Interoperable Communications Office (PSIC) hosted a seminar for public safety executive leadership and incident commanders on [The Value Proposition of the Communications Unit](#). During all-hazards emergency response operations, radio communication among multiple jurisdictions and disciplines is essential. Trained communications professionals working to achieve interoperability among responding agencies can significantly improve communications during an emergency incident.

Agencies in Arizona and around the country struggle with understanding the value an All-Hazards Communications Unit Leader (COML) and/or Communications Unit Technician (COMT) brings to an event or incident. Participants in this seminar will hear from practitioners and subject matter experts on the value of the Communications Unit during multi-agency events, whether large scale preplanned events or rapidly developing incidents managed through the Communications Center. Speakers will share lessons learned and use real life examples of what can be accomplished when this role is integrated into events, incidents, training and exercises. In addition to the lineup of speakers, the seminar will feature a question and answer panel discussion.

- **Arizona Regional All-Hazards Communications Unit Recognition:**

The NIMS-CU Workgroup convened on October 8, 2013, for an Arizona Regional All-Hazards COML/COMT Application Review Meeting:

- 1 candidate was granted recognition by the Workgroup as an Arizona Regional All-Hazards COMT:
  - Ron Parks, Chandler Police Department
- As of October 2013: 24 individuals representing agencies from 6 counties have been granted recognition as either an Arizona Regional All-Hazards COML (21) or COMT (5) (two individuals are recognized for both) and are listed on the Communications Unit Resource List (online at: [www.azpsic.gov/library/coml](http://www.azpsic.gov/library/coml)).
- Please see the attached NIMS-CU Workgroup Update.
- **[Communications Unit Field Day](#)** – Planning is now underway for a Field Day to be held February 19, 2014 at the Papago Park Military Reservation in Phoenix, utilizing a 2011 SHSGP grant from the Central RAC. The Field day will allow emergency responders to hone their skills and capabilities through hands-on training. Individuals who have completed a COML or COMT course in Arizona will be invited to this training opportunity. An announcement of the event as well as information on the target audience and application process has been posted to the [PSIC website](#). If you have any questions regarding the Field Day contact Glade Jarman at [gjarman@azpsic.gov](mailto:gjarman@azpsic.gov)
- **ADEM 2013 State-Wide Exercise: Critical Infrastructure Seminar.** Each year the Arizona Division of Emergency Management conducts a Statewide Exercise (SWE). The scenario for the 2013 Arizona SWE was to simulate an extended power outage over multiple weeks. A scenario of this magnitude and the cascading effects cannot be exercised in one day, so this year there was a series of exercises building up to the November 6, 2013 STARTEX. The *Arizona Statewide Communications Tabletop* occurred on *June 26, 2013* and was a facilitated discussion with the intended outcome to be for all participants to identify strengths and potential communication gaps within their agency's plan. PSIC assisted by facilitating during the small group breakout sessions.

## **Usage & Outreach (SCIP Initiative #12)**

- PSCC / SIEC Meeting Recordings: Video production is underway for previously recorded PSCC and SIEC meetings. Recordings for several previous meetings of the PSCC and SIEC have been converted and uploaded to [YouTube](#) and the PSIC Office website.

## **Recent Activities**

September 4, 2013 – [SIEC Meeting](#)  
September 9, 2013 - Homeland Security Senior Advisory Committee Meeting  
September 11-13, 2013 – Arizona Association of Chiefs of Police Vendor Expo, Laughlin, NV  
September 17, 2013 – [PSCC Meeting \(Tucson\)](#)  
September 20, 2013 – [AZ APCO/NENA Quarterly Meeting - Prescott](#)  
September 24, 2013 – [Gila, Graham, Greenlee TICP Development Workshop \(Safford\)](#)  
September 25, 2013 – [2013 Arizona Technology Summit](#)  
October 1, 2013 – Yuma BIDP Functional Exercise  
October 10, 2013 – Tucson UASI Meeting October 15, 2013 – [SIEC Meeting](#)  
October 16, 2013 – [Yavapai County TICP Kickoff Workshop](#)  
November 4-5, 2013 – Southwestern Border Communications Working Group (SWBCWG) Meeting - Houston  
November 6-7, 2013 – 2013 Statewide Exercise

## **Upcoming Key Dates**

November 19, 2013 – [Executive Leadership Seminar: The Value Proposition of the Communications Unit](#)  
November 19, 2013 – [PSCC Meeting](#)  
December 3, 2013 – [Western RAC Meeting](#)  
December 4, 2013 – [Northern RAC Meeting](#)  
December 5, 2013 – [Central RAC Meeting](#)  
December 12, 2013 – [Eastern RAC Meeting](#)  
December 13, 2013 – [Southern RAC Meeting](#)  
December 25 – State Holiday (Christmas)  
January 8, 2014 – Southwest Border Communications Working Group Meeting, League City, TX  
January 21, 2013 – [Southern Arizona/Tucson Metro Area Federal Homeland Security Grant Program \(HSGP\) Information Seminar](#)  
January 22, 2013 – [Central Arizona/Phoenix Metro Area Federal Homeland Security Grant Program \(HSGP\) Information Seminar](#)  
January 23, 2013 – [Northern Arizona/Flagstaff Metro Area Federal Homeland Security Grant Program \(HSGP\) Information Seminar](#)

## **2014 PSCC Meeting Schedule**

Unless otherwise noted, all 2014 PSCC Meetings will be held from 1 PM - 3 PM in the Arizona Department of Administration 3rd floor conference room. Additional information is available on the specific meeting page.

[Tuesday, February 18](#)

[Tuesday, April 15](#)

[Tuesday, July 15](#) - Flagstaff, AZ

[Tuesday, September 16](#) - Tucson, AZ

[Tuesday, November 18](#)

## **2014 SIEC Meeting Schedule**

Unless otherwise noted, all 2014 SIEC Meetings will be held from 10 AM - 12 PM in the Arizona Department of Administration 3rd floor conference room. Additional information is available on the specific meeting page.

[Tuesday, January 21](#)

[Tuesday, March 18](#)

[Tuesday, March 20](#)

[Tuesday, August 19](#)

[Tuesday, October 21](#)

# **NIMS-CU Workgroup Update: AZ Regional All-Hazards Communications Unit Recognition Program**

## **Application Review Meeting**

The Workgroup convened on October 8, 2013 for an Arizona Regional All-Hazards COML/COMT Application Review Meeting:

- As required, a minimum of 3 Workgroup members actively participated in each candidate-related action.
- 1 application was received by the PSIC Office and distributed prior to the meeting.
- The taskbook was evaluated by the Workgroup based on the number, depth and complexity of the incidents/events listed.

## **Meeting Results:**

1 candidate was granted recognition by the Workgroup as an Arizona Regional All-Hazards COMT:  
Ron Parks, Chandler Police Department

A letter confirming recognition as an Arizona Regional All-Hazards COMT was sent to the candidate and copied to their Agency Certifying Official.

The individual was added to the Arizona Regional All-Hazards Communications Resource List, which is posted on the PSIC Website at: <http://www.azpsic.gov/library/com/>.

Currently, 24 individuals from 6 counties have been granted COML or COMT recognition. (Two individuals hold both COML and COMT recognition.)

## **Next Steps:**

- The PSIC Office will continue to review submitted application materials for completeness and distribute them to the Workgroup for consideration.
- Complete application materials are due to the PSIC Office at least 1 week prior to the Application Review Meeting to be included for consideration.
- If complete application materials have been received, the next Application Review Meeting will occur approximately 2 weeks prior to the January, 2014 SIEC meeting.